

# ROCHE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE DENNISON BUILDING, ROCHE CP SCHOOL

ON WEDNESDAY, 14<sup>TH</sup> SEPTEMBER 2016 AT 7.00PM

Present	Cllr. P. Ames (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. M. Edyvean
	Cllr. Mrs. I. Northey	Cllr. P. Gale	Cllr. D. Laishley-Hayward
	Cllr. B. Higman	Cllr. Mrs. S. Tippett	Cllr. Ms. A. Carne
	Cwll. Cllr.J. Wood	PCSO S. Tibbles	1 Member of Public

Minute	AGENDA ITEMS	Action
217/16	<p><b>Appointment of Parish Councillor and Signing of Declaration of Office:-</b> An application had been received from Mr. John Wood and the Chairman advised with the future of the way Parish Councils are progressing he would be a welcome asset to us as a Member. Mr. John Wood was duly co-opted on as Parish Councillor and signed his Declaration of Acceptance of Office (Proposed: Councillor M. Edyvean; Seconded: Councillor Mrs. I. Northey) Motion Carried. Clerk had passed on paperwork for completion and other paperwork would be forwarded for information</p> <p><b>Action:</b> Clerk to inform Cornwall Council of the new Councillors details and would forward any information to Councillor John Wood.</p>	Clerk
218/16	<p><b>Apologies:-</b> Councillors J. Smith, D. Inch</p>	
219/16	<p><b>Monthly Neighbourhood Beat Manager Report:-</b> PCSO S. Tibbles reported as follows:-</p> <ul style="list-style-type: none"> <li>• Crime Figures for the period from 10<sup>th</sup> August to the 14<sup>th</sup> September 2016 – Criminal Damage = 5; Theft = 1; Assaults = 3; Drug Related Crimes = 3; Arson = 2; a total of 14.</li> <li>• PCSO S. Tibbles reported a traffic operation was held recently in the village. Various vehicles were stopped, details were read out of reasons and how many vehicles stopped. It was quite a successful event. Councillor B. Higman expressed his disappointment that several lorries went through and were not stopped with an unsheeted load, PCSO S. Tibbles said he would take this information back.</li> </ul> <p>Chairman thanked Cornwall PCSO S. Tibbles for attending the meeting and reporting to the Parish Council.</p>	
220/16	<p><b>Monthly Cornwall Councillor Report:-</b> Report from Cornwall Councillor J. Wood as follows:-</p> <ul style="list-style-type: none"> <li>• Bus Shelter Glass – he is pleased to report this will be repaired.</li> <li>• Waste Carrier Licence – this has been discussed and Cornwall Council turned this down. Cornwall Council were preferring Parish Councils not take pick up fly tipping and to report to them. Chairman advised the Parish Council wanted to look at for the black plastic bin bags to be collected through the village and put up the top to be collected by the waste lorry <b>Action:</b> Cornwall Councillor J. Wood to follow up.</li> <li>• Parish Magazine – he almost has a team put together now. There is a firm in Launceston that prints small amounts of magazines, he believes it may be approximately 1,500 for the Parish.</li> </ul>	Cwll. Cllr. J. Wood

	<ul style="list-style-type: none"> <li>• He recently had a meeting with Steve Double MP and walked around the village. He is confident about the new road. They went up to the Pharmacy to see the dangerous traffic concerns there. He agreed a crossing is required and he would do what he can if the Parish Council liaise directly with him.</li> <li>• One of the reasons to come on the Parish Council is the amount of people moaning and there are so many more cuts coming through from Cornwall Council and the Parish Council will need to take over and put on the precept. Health and Social Care is using most of the budget. He is happy to help with the Finance Sub-Committee. Chairman thanked Cornwall Councillor J. Wood for applying for the Parish Councillor vacancy as he will be a valuable asset to us.</li> <li>• Councillor P. Gale advised that coming out of Tremodrett Road he cannot see what is coming from the roundabout, with the bus shelter blocking the view. This is very dangerous for a lot of people that use this road. It was suggested a 20 minute waiting bay may be helpful.</li> </ul> <p>Chairman thanked Cornwall Councillor J. Wood for attending the meeting and reporting to the Parish Council.</p>	
221/16	<b>Public Forum:-</b> None.	
222/16	<b>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:-</b> None.	
223/16	<b>Confirmation of Parish Monthly Minutes/Meeting held on the 10<sup>th</sup> August 2016:-</b> Resolved the Minutes of the Monthly Meeting held on the 10 <sup>th</sup> August 2016 as circulated be approved and signed by the Chairman (Proposed: Councillor D. Laishley-Hayward; Seconded: Councillor Mrs. I. Northey)	
224/16	<p><b>Matters Arising from the Monthly Minutes of the Meeting held on the 10<sup>th</sup> August 2016:-</b></p> <p><b>Page 1 Min.195/16 Police Liaison Meetings:-</b> Clerk reported that PCSO S. Tibble had agreed to follow up. Since this an email had been received advising of the meeting to be held on Tuesday, the 4<sup>th</sup> October 2016, which had been forwarded to Councillor P. Gale.</p> <p><b>Page 1 Min.170/16 Support for Link Road:-</b> Clerk advised a letter had been sent, no response received to date. As we possibly did not expect a response <b>Action:</b> Keep Pending.</p> <p><b>Page 1 Min.170/16 Funding towards Footpath at Higher Trezaise:-</b> Clerk advised a letter had been sent, no response received to date <b>Action:</b> Keep Pending.</p> <p><b>Page 1 Min.170/16 Support for Planning Application for Cameras at new Pharmacy:-</b> Clerk advised no response had been received <b>Action:</b> Keep Pending.</p> <p><b>Page 1 Min.148/16 Residential Caravan:-</b> Response received as follows – I can confirm that the Council has already registered the matter you have raised and it has been allocated to a Development Officer for investigation. Your comments have been noted and added to the enforcement investigation. In most cases the Officer will not need to make contact with you throughout the investigation, however, if you wish to provide any further pertinent information please contact us quoting the reference number. On completion of the investigation you will be informed of the Council's decision.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>This is normally within 13 weeks from commencement of the investigation but may be longer in some cases <b>Action:</b> Keep Pending</p> <p><b>Page 2 Min.58/16 Community Disaster Plan:-</b> Clerk reported she had made a start but this is a lot more complicated to put together and needs a small group of people to look at together <b>Action:</b> Meeting to be arranged with Councillors Mrs. I. .Northey, B. Higman, J. Wood and P. Gale to assist with the Plan, in the first instance Clerk to forward copy of plan received to be updated by email.</p> <p><b>Page 2 Min.204/15 Damaged Fingerpost Sign next to Memorial:-</b> Clerk reported she had requested a second quotation and had followed up again but no response so she liaised with Roche Lions as they had obtained the original quotation. A response had been received from Mike Jones as follows – I have conferred with Lion Mike Tregaskis our new Lion President over this. He knows the people at Irons Brothers, and we would be willing to represent the Parish Council and the Lions Club of Roche, at a meeting at their foundry in Wadebridge, to see if progress can be made in respect of cost and a timetable for making the new finger. With regard to the dismantling and installation of the new finger (Bugle), Irons Brothers may be able to help either directly, or know of a company that could do the above work. We would also enquire about the cost of this too, and the timetable for this. We have our next Lions meeting this Sunday (11th September), and from that we would endeavour to expedite things, to bring this project to a successful conclusion. As a foot note: I have asked around through many contacts that I have, about the information on the broken finger, to no avail. However, on cleaning off the old paint on the base, we discovered the Vissicks, a now defunct company that was based in Devoran, were the company that made the fingerpost, and some of their patterns have been saved. But, seemingly, we have had no replies to our enquiries about our fingerpost as yet. These enquiries were made some time ago. I hope the above information meets with the Parish Council's approval <b>Action:</b> Clerk to confirm we would like them to follow up and represent the Parish Council with Iron Brothers and we thank them for their help in this respect (Proposed: Councillor B. Higman; Seconded: Councillor D. Laishley-Hayward)</p> <p><b>Page 2 Min.279/14(8) Caravan behind Trees with Bus on Old A30:-</b> Clerk reported a response had been received as follows - I have requested direct contact with the land owner so that I can outline the Council's position on the case and discuss the planning policy implications of the use. I hope this can take place in the coming weeks and that a resolution to the matter will follow, although this will depend on the position that the land owner takes <b>Action:</b> Keep Pending.</p> <p><b>Page 2 Min.252/15 Payment from Development of Trezaise Chapel:-</b> Response received from Cornwall Council - In most cases I do not think a pavement on a public highway would be eligible for funding through a S106 obtained specifically for open space improvements. The funding is obtained for recreational improvements – parks, play areas, natural spaces etc. It is possible that the proposed pavements relate to access immediately outside of an open space, which might be possible. If not I would ask that you discuss the matter with the local transport team at Cornwall Council, as they may have funding to undertake safety improvements to the highway <b>Action:</b> Clerk to respond that pavement for Higher Trezaise is for the children to use to come down to the Park, Football and Cricket Clubs which is outdoor recreation.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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	<p>It is also used for relatives to visit the Cemetery. Alternatively we could have it for updating our Playing Fields, details to follow.</p> <p><b>Page 2 Min.310/15 Emptying of Dog Waste Bins:-</b> Clerk reported she had now sent a letter and still not received a response <b>Action:</b> Keep Pending.</p> <p><b>Page 2 Min.104/16 Advertising for Grants &amp; Donations:-</b> Clerk advised she had produced some advertisements and asked if Councillors were happy for them to now be put up <b>Action:</b> It was resolved the Clerk puts the advertisements up as set out.</p> <p><b>Page 3 Min.183/16 Waste Bins on Fore Street:-</b> Clerk reported Councillor D. Inch advised that the Fish &amp; Chip Shop, Newsagents and Poachers Inn would all support a bin. He suggest we should have bins with an ashtray safe top on and put a sticker on with a sponsored by “the business” supplied by the Parish Council <b>Action:</b> Clerk to obtain prices and circulate to Councillors so we do not have to wait another month.</p> <p><b>Page 3 Min.192/16 Roche Football Club Car Park:-</b> Clerk noted the work had not commenced as yet, although she knew they had been in liaison with the Clubs to ensure they carry out work at a suitable time so as not to clash with anything going on at the venue and asked if the Parish Council would like her to obtain a date for works to start. Councillor B. Higman reported he had spoken with Bob Thomas a few weeks ago and he was unsure of a start date at that time <b>Action:</b> Clerk to follow up and report to Councillors by email when a date has been confirmed.</p> <p><b>Page 2 Min.154/16 Weed Treatment in the Village:-</b> Councillor D. Laishley-Hayley reported the Weed Treatment that had been missed at Firsleigh Park has been completed today.</p> <p><b>Page 3 Min.200/16 Application from GWR:-</b> Chairman reported he had not heard anything to date. Councillor B. Higman reported a scheme has been drawn up for the footpath at Victoria and he is still not happy as it goes behind the hedge and another section of it comes out in front again. Jerry Edwards is adamant that it has to go behind the hedge, although other Officers preferred it to be outside the hedge. If the Parish Council goes ahead with the footpath behind the hedge, we would need to decide who would keep the hedge tidied, the footpath kept clean, it needs to be adopted by Cornwall Council and to be properly maintained. One landowner is not happy for his land to be used as he believes he will get planning for this in the future for development, even though he has been informed this goes against the Neighbourhood Plan, they would have to look at a possible reduced pavement on the road outside the hedge on this stretch but this needs to be investigated. They are now trying to get a valuation carried out as to what land is needed and the cost. Some landowners have not been approached but not all.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
225/16	<b>Any letters received for or against any Planning Applications:-</b> None.	
226/16	<b>Planning Applications/Results/Correspondence:-</b>	

	<p><b>Confirmation of Minutes from Planning Sub-Committee Meeting held on Tuesday the 16<sup>th</sup> August 2016:-</b> Chairman of Planning presented a report on applications considered by the Planning Sub-Committee at a meeting held on the 16<sup>th</sup> August 2016 for confirmation of approval (Proposed: Councillor M. Edyvean; Seconded: Councillor B. Higman)</p> <p><b>Matters Arising from the Planning Sub-Committee Meeting held on the 16<sup>th</sup> August 2016:-</b> None.</p> <p>Email from Mrs. K. A. Christmas received as follows - I own a property, Anchorage Farm, Criggan, PL26 8QX, that is part Criggan Moor and has had some of my land forming part of this farm, has been registered as common land. I have applied to have this Commons registration to be lifted from the land I own. I have today had an email from Martin Wright [Commons and Greens Registration Officer] That he will require a letter from Roche Parish Council, stating that as far as is known, my land was not used as a Town or Village Green before 1968, when it was registered as common land. I lived in Criggan, adjacent to this land, Criggan Moor, from 1964 -1974, and know that it was not used for any such purpose as it was farmed and grazed by the farmers that owned my land then, Mr. Barsch and Mr. Griggs. I have owned Anchorage farm since 2002. Could I ask you to furnish me with this evidence. I will insert the email and map from Mr. Wright so you are fully in the picture <b>Action:</b> Clerk to respond requesting a copy of the map and to include on the next agenda.</p>	Clerk																																																															
227/16	<p><b>Monthly Accounts for Approval (Including (a) To confirm Minutes from Finance Sub-Committee Meeting held on the 16<sup>th</sup> August 2016 and acceptance of contents and any matters arising; (b) Renewal of Annual Insurance Policy; (c) Grants/Donations as agreed to be paid to Roche Brass and Roche Cricket Club):-</b></p> <p>It was proposed that the Council approve the accounts for payments as listed below as circulated on schedule (Proposed: Councillor B. Higman, Seconded: Councillor Mrs. I. Northey) Motion Carried</p> <table border="1" data-bbox="256 1301 1390 2132"> <tr><td>BP Fuelcards</td><td>£6.74</td><td>Direct Debit42</td></tr> <tr><td>British Gas</td><td>£38.08</td><td>Bank Transfer48</td></tr> <tr><td>Martin Luck Group</td><td>£97.20</td><td>Bank Transfer49</td></tr> <tr><td>AJH Services - Toilet Cleaning</td><td>£380.20</td><td>Bank Transfer50</td></tr> <tr><td>BP Fuelcards</td><td>£18.90</td><td>Direct Debit55</td></tr> <tr><td>Cornwall Council</td><td>£55.00</td><td>Direct Debit56</td></tr> <tr><td>Duchy Cemetery's</td><td>£60.00</td><td>Bank Transfer57</td></tr> <tr><td>DMC IT</td><td>£44.99</td><td>Bank Transfer58</td></tr> <tr><td>British Gas</td><td>£13.98</td><td>Bank Transfer59</td></tr> <tr><td>Duchy Cemetery's</td><td>£390.00</td><td>Bank Transfer60</td></tr> <tr><td>BP Fuelcards</td><td>£50.26</td><td>Direct Debit61</td></tr> <tr><td>Truro &amp; Penwith Academy Trust</td><td>£8.00</td><td>002145</td></tr> <tr><td>Autoglass</td><td>£114.28</td><td>002146</td></tr> <tr><td>Roche Victory Hall Social Club</td><td>£8.00</td><td>002147</td></tr> <tr><td>Roche Cricket Club</td><td>£500.00</td><td>002148</td></tr> <tr><td>Roche Cricket Club</td><td>£2,000.00</td><td>002149</td></tr> <tr><td>Roche Brass</td><td>£2,300.00</td><td>002150</td></tr> <tr><td>Came &amp; Company Insurance</td><td>£2,243.01</td><td>002151</td></tr> <tr><td>M. Edyvean – Screwfix</td><td>£74.52</td><td>Bank Transfer63</td></tr> <tr><td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td><td>£3,120.06</td><td>Bank Transfers 51,52,53,54,62</td></tr> <tr><td><b>Receipt:-</b> Cornwall Council</td><td>£146.84</td><td>Interest</td></tr> </table>	BP Fuelcards	£6.74	Direct Debit42	British Gas	£38.08	Bank Transfer48	Martin Luck Group	£97.20	Bank Transfer49	AJH Services - Toilet Cleaning	£380.20	Bank Transfer50	BP Fuelcards	£18.90	Direct Debit55	Cornwall Council	£55.00	Direct Debit56	Duchy Cemetery's	£60.00	Bank Transfer57	DMC IT	£44.99	Bank Transfer58	British Gas	£13.98	Bank Transfer59	Duchy Cemetery's	£390.00	Bank Transfer60	BP Fuelcards	£50.26	Direct Debit61	Truro & Penwith Academy Trust	£8.00	002145	Autoglass	£114.28	002146	Roche Victory Hall Social Club	£8.00	002147	Roche Cricket Club	£500.00	002148	Roche Cricket Club	£2,000.00	002149	Roche Brass	£2,300.00	002150	Came & Company Insurance	£2,243.01	002151	M. Edyvean – Screwfix	£74.52	Bank Transfer63	Salaries, Pensions, National Insurance, Income Tax and Expenses	£3,120.06	Bank Transfers 51,52,53,54,62	<b>Receipt:-</b> Cornwall Council	£146.84	Interest	Clerk
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	<p><b>Receipt:-</b> Lloyds Bank £2.41 Interest</p> <p><b>Receipt:-</b> Cornwall Council £31,686.00 Precept/Grant</p> <p><b>Receipt:-</b> Kerrow Memorials £49.00 Roberts</p> <p><b>Receipt:-</b> Drew Memorials £145.00 Curgenven</p> <p><b>Receipt:-</b> Kerrow Memorials £149.00 Coad</p> <p><b>Receipt:-</b> P. Jasper £145.00 Jasper</p> <p><b>Receipt:-</b> Mrs. Cooke £215.00 Reservation</p> <p><b>Confirmation of Minutes from Finance Sub-Committee Meeting held on Tuesday the 16<sup>th</sup> August 2016:-</b> Chairman of Finance presented Minutes of the meeting held on the 16<sup>th</sup> August 2016 for confirmation of approval (Proposed: Councillor D. Laishley-Hayward; Seconded: Councillor Mrs. I. Northey)</p> <p><b>Matters Arising from the Finance Sub-Committee Meeting held on the 16<sup>th</sup> August 2016:-</b> None.</p> <p><b>Renewal of Annual Insurance Policy:-</b> It was resolved to accept the policy as set out and pay as per schedule above in the sum of £2,243.01 (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor B. Higman)</p> <p><b>Grants/Donations as agreed to be paid to Roche Brass and Roche Cricket Club:-</b> It was resolved to send payments as set out in the Finance Sub-Committee Minutes from meeting dated 16<sup>th</sup> August 2016 as per schedule above (Proposed: Councillor P. Gale; Seconded: Councillor Mrs. I. Northey)</p>	
228/16	<p><b>Review and Approve Risk Management Policy:-</b> Clerk reported she had been speaking to a lady called Sue Lee from Nanstallon who did locum Clerk work and said she would be happy to assist at any time if required. It was agreed the Clerk to speak to Sue Lee to confirm details and update the Risk Management Policy and include on the next agenda <b>Action:</b> Next Agenda.</p> <p>Clerk reported she had also updated the Asset Register for 2016-2017 and had circulated. This may change before the year end 2017. <b>Action:</b> Tennis Courts, Playing Fields and Cemetery land to be included and Roche Football Field to be removed, to also rename Roche Victory Hall Car Park to Roche Victory Hall Car Park and Grounds. Chairman suggested we may need to investigate costings for the Car Parks.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
229/16	<p><b>Cemetery Matters (Including (a) To confirm Minutes from Burial Sub-Committee Meeting held on the 16<sup>th</sup> August 2016 and acceptance of contents and any matters arising; (b) Any applications for memorials or inscriptions; (c) Extension to Roche Cemetery; (d) Electricity Connection to Mortuary Building:-</b></p> <p><b>Confirmation of Minutes from Burial Sub-Committee Meeting held on Tuesday the 16<sup>th</sup> August 2016:-</b> Chairman of Burial presented Minutes of the meeting held on the 16<sup>th</sup> August 2016 for confirmation of approval (Proposed: Councillor P. Ames; Seconded: Councillor B. Higman)</p> <p><b>Matters Arising from the Burial Sub-Committee Meeting held on the 16<sup>th</sup> August 2016:-</b> Clerk advised new burial fees had been sent out. She reported she had spoken to Allan Roberts about pre-digging and he said there was no point in doing it, it actually made no difference when digging for the second time, it just adds to the families costs.</p>	

	<p>Dog Signs for Church &amp; Gate, Updating Existing Cemetery Sign and Cemetery Sign – Vehicles not permitted except for funerals and permitted works – Email received from Martin Tippett he has not long got back after my holiday and have a bit to catch up on. I will get back to you with a price in the next day or two after I have had a chance to pop up and take some details etc. I will be in touch soon.</p> <p>Exhumation of Ashes – Response received from Bourtons Funerals - As discussed on the telephone in order to exhume ashes, the applicant will need to apply for an exhumation licence from the Ministry Of Justice and then organise the exhumation if the licence is issued, then the applicant would either contact the Parish Clerk or a Funeral Director, in order to arrange the exhumation. In my experience of exhumations, the ashes may not be in the casket or container as over time the casket perishes and they may not be recoverable in their entirety. You need to apply for a licence to remove human remains from the ground. 'Exhumation' means the removal from the ground of the remains of a human being, either in the form of a body or cremated remains. You may need to exhume human remains to: move a body from the original grave site to a new grave; deepen an existing grave for a further burial; send them for cremation. You will need to get the signature of any close relatives, the owner of the grave plot and the burial authority. You do not have to pay for an exhumation licence, but there may be fees charged by the burial authority and whoever carries out the exhumation <b>Action:</b> Clerk to put a copy of this at the front of the burial book for future reference.</p> <p>Trees in the Churchyard – Responses received from Cornwall Council as follows – Just to let you know that I have submitted a notice to Cornwall Council regarding the removal of the standing section of Beech tree that we discussed earlier in the year. As soon as I hear back from them we will take the tree down and leave the timber in manageable sections as discussed during our site meeting. I think you will have to contact Cornwall Council regarding another inspection of the trees on the site to address the points listed below. We are happy to undertake the removal as previously discussed, and I have this week received the approval from Cornwall Council to remove the dead Beech. Please can you let me know if there are any dates in the next couple of weeks that should be avoided. Clerk advised she had followed up with Chairman and Vice-Chairman and they agreed we should inspect the trees in the group mentioned to keep costs down instead of doing all of them. However this would mean 2 reports running together. Councillor M. Edyvean reported it has been three years since the last report, it was resolved to request a full survey be carried out (Proposed: Councillor M. Edyvean; Seconded: Councillor B. Higman) <b>Action:</b> Clerk to send request for a full tree survey.</p> <p>Further email received from Cornwall Council - Just to let you know that a team will be removing the large Beech tree tomorrow 15<sup>th</sup> September. As agreed we will leave the timber on site in manageable sections for you to make use of.</p> <p><b>Application for Slate Memorial Tablet:-</b> Application from Kerrow Memorials for a Slate Memorial Tablet for the wall for Graham Taylor <b>Action:</b> It was resolved to accept this application, as per our rules and regulations (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor B. Higman) Motion Carried</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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<p><b>Application for Memorial:-</b> Application from Kerrow Memorials for a Memorial for Desmond Taylor <b>Action:</b> It was resolved to accept this application, as per our rules and regulations (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor B. Higman) Motion Carried</p>	Clerk
<p><b>Application for Additional Inscription:-</b> Application from Kerrow Memorials for an additional inscription for Helen Rosemary Cock <b>Action:</b> It was resolved to accept this application, as per our rules and regulations (Proposed: Councillor Mrs. I. Northey, Seconded: Councillor P. Gale) Motion Carried</p>	Clerk
<p><b>Extension to Roche Cemetery:-</b> Clerk reported that David Alcock had been informed of our agreement to accept the new proposals, nothing further had been heard back to date <b>Action:</b> Keep Pending.</p>	Clerk
<p><b>Electricity Connection to Mortuary Building:-</b> Copy of email from David Alcock which he had sent to Mike Morcom - This the email Julie Burdon sent to me. You know more about it than I do. If you want me to go we will have to have a chat first. Could you let me know what is going to happen. I have copied this in to Julie Burdon. A separate email had been received from Nigel Trudgeon from Western Power advising the 3<sup>rd</sup> or 4<sup>th</sup> October would be better for him to meet up. <b>Action:</b> Clerk to follow up and still arrange a meeting for early October on site but it was resolved to defer until the Parish Council look at their precept for costings to be put aside.</p>	Clerk
<p>Clerk read email sent to Memorial Masons recently and responses received - On a recent visit to our Cemetery we noted the gates were open and there were tracks and there was a new slate slab put down and the gates had been forced. We are not sure which memorial mason carried out this work so thought we would send to all concerned. We have agreed all monument masons are now to confirm with the Clerk when they will be visiting the Cemetery so arrangements could be made prior to their visit before any memorials, slate tablets, etc., can be actioned. We have been also informed there is a memorial stone removed recently, I am assuming this is an additional inscription and will be re-instated? I will also need to be informed of these as well please. Every time there is a visit to the Cemetery we will need to know a day or two in advance of the visit please. Many Thanks for your assistance in this matter.</p>	
<p>Email received from Kerrow Memorials in respect of works carried out in the Cemetery as follows – Sorry to hear about this , nothing to do with us. Will let you know in future of any visits. Assume there was no permit for this with the relevant masons name on.</p>	
<p>Email received from Drew Memorials in respect of works carried out in the Cemetery as follows - The last time anyone from Drew Memorials was at Roche cemetery was 18<sup>th</sup> July to install Sandra Curgenvan tablet (which we had permission for). The last time anyone from Drew Memorials was at Roche cemetery was 18<sup>th</sup> July to install Sandra Curgenvan tablet (which we had permission for). We took the car as it was only a tablet, and parked in the layby did not open or 'Force' the gates. We always complete our permissions for all cemeteries, for new memorials and additional inscriptions, as you will be aware as you approve them. Am feeling slightly victimised as you have only sent this to us and Paul at Kerrow memorials. Could the damage have been done by anyone that visits the cemetery or the ground staff?</p>	



	<p>Have you considered this perhaps. Also can I have the details of your working hours so I know when to contact you regarding scheduling the memorials. If we can't get hold of you is there anyone else that will grant us permission to enter the cemetery? Even though we already have permission off you to erect the memorial? We have copied in the councillor for Roche Parish Council as we feel that you are implying that the masons caused the damage to the Cemetery without any evidence <b>Action:</b> Clerk to respond accordingly.</p> <p>Church Gates – Who owns them. Clerk said she still needs to read through the Faculty documentation <b>Action:</b> Clerk to follow up and read through.</p>	<p>Clerk</p> <p>Clerk</p>
230/16	<p><b>Playing Fields:-</b> Councillor Mrs. S. Tippett reported a group of them were in the Playing Fields on Saturday and cleared the willow which is now looking good. They are thinking about an adventure slide. We would move the Wendy House to the play area and put the bench in that area, this should allow people to see their children. We want to replace the bucket seat swings so they can be used by disabled children as well. We also want to put in a slide as well. Whilst in the Playing Fields the safety matting from the round swing has picked up and put against the wall. They would be interested in seeing the Safety Inspection Check list to see this has been noted <b>Action:</b> Clerk to check through Safety Inspection Check lists received and inform Councillors Mrs. S. Tippett and M. Edyvean. Councillor Mrs. S. Tippett reported she has a meeting next week to discuss further items in the Playing Fields. Councillor M. Edyvean reported there are quite a few more things to do and they have some budget and the Parish Council has some but they may need more. The Playing Field is used by a Club on a Sunday morning by mothers pushing their pushchairs around at speed. Chairman reported the Parish Council could assist with this financially. He listed budget items put aside to date.</p>	<p>Clerk</p>
232/16	<p><b>Roche Public Conveniences/Bus Shelters/Roche Railway Station &amp; Noticeboards in the Parish/Football Club Car Park:-</b></p> <p><b>Roche Public Conveniences:-</b> Clerk reported she had spoken with Alison and she would be happy to close as requested by the Parish Council as action in Finance Sub-Committee Meeting Minutes of the 16<sup>th</sup> August 2016.</p> <p><b>Bus Shelters:-</b> Clerk reported she had received confirmation of Justin Oxenham that he would take a look at the Bus Shelter at Harmony Road but had not received a quotation for the works to date <b>Action:</b> Keep Pending and Clerk to follow up.</p> <p><b>Roche Railway Station:-</b> Trains do not stop for people going to Newquay at Roche.</p> <p><b>Noticeboards in the Parish:-</b> Clerk reported that both noticeboards needed to be re-stained before the winter months <b>Action:</b> Clerk/Councillor M. Edyvean to request the Environment Warden carries out and rubs down and puts two coats and to ensure to put up signs saying wet paint, using Sadolin Stainer.</p> <p><b>China Clay Community Network Meeting:-</b> Councillor P. Gale reported on a couple of things that came up. Pendrea Close – more details information was required, a sheet was circulated and no-one understood it. A local devolution fund was raised. Every other Parish on the group have put in for grants except for Roche, the total amount allocated is £27,180 and there is a balance left of £3,877.</p>	<p>Clerk</p> <p>Clerk/ Cllr. M. Edyvean</p>

	<p>This was on the Monday and if we could come up with something by the Friday we could possibly have something. Councillor P. Gale suggested some disabled equipment for the Playing Fields or some lighting at Old Lane. Councillor M. Edyvean reported he researched and spoke to David Chadwick and he needed three quotations and he would not have got them back in time. He read through the directions of how the money should be spent, he felt there were too many grey areas but others seem to have applied and got. Councillor B. Higman suggested he had put forward details of a feasibility study for drawings to be put together and this was not viable for this project. Councillor J. Wood advised he approached them advising we had taken over Old Lane and there needs to be street lighting and he has put forward and they have accepted it but he has heard nothing back. Councillor M. Edyvean put forward that if the lighting cost more than the grant we pay the additional, Councillor B. Higman seconded this, Motion Carried.</p>	
233/16	<p><b>Footpath Signs/Matters (Including Footpath for Victoria):-</b> Email received from Clerk at Luxulyan in respect of Footpath 412/4/1 – I am writing to keep you in touch with Luxulyan's thoughts. I will be writing to Cornwall Council to enquire about their plans for this footpath. If you wanted to do so at the same time it might be of benefit. Luxulyan Footpath Committee (separate from the Parish Council) will meet on 24th August to discuss this. If Luxulyan and Roche can work together we might get more help from Cornwall Council. Do you have a Councillor who would like to attend the Luxulyan Footpath Committee meeting to discuss the path? If so, please let me know his/her email address and the Committee can contact him with the details.</p> <p>Second Email received from Clerk at Luxulyan in respect of Footpath 412/4/1 - These footpaths meet at the border of our Parishes and have been closed for many years. The current closure notice expires in November: Closure Notice from 2.12.12 to 14.11.16. Roche reports that the Environment Warden visited a few weeks back and got stuck after about 30 feet. Luxulyan Parish Council would like to know of your plans for these PROWs because we understand that they cannot be kept closed any longer. It is important to the Parish that it be opened again and made passable.</p> <p>Copy of email sent to Luxulyan Clerk from Cormac - Thank you for your email regarding Luxulyan 10 and Roche 4 which is currently closed. The path has been inspected and the works costed and it is one of the current capital schemes with Cornwall Council. The next step is to meet with Cornwall Council to agree the details and this has not yet been scheduled. As soon as I receive any further information I promise to feedback to you both.</p> <p>Previous Minutes – Fallen Tree on footpath from Criggan to Savath – Email received from Sophie Hunkin as follows - The tree was removed last Thursday so Roche Footpath 10 is clear. There are two sections of the path that are overgrown either side of the Rosemellyn Cottage entrance. Would you be happy to ask your contractor to cut the path back? There is a fair amount of Himalayan balsam which spreads if the seed pods burst. If it is cut soon before the pods enlarge it will stop this spreading.</p> <p>Further email from Sophie Hunkin - I have been contacted again by the same customer regarding surface growth on Roche Footpath 10. Can you advise if this path is due to be cut by your contractor so I may let the customer know?</p>	

	<p>I did explain that I passed on my comments regarding Himalayan balsam which may have delayed the cutting. This was passed to the Environment Warden who said he would cut between the 19<sup>th</sup> and 23<sup>rd</sup> September in between cutting the Cemetery. He is trying to squeeze in at least one footpath a week but will make it his priority to cut Footpath Rosemellyn to Criggan.</p> <p>Previous Minutes – Ownership of land all the way along Footpath 10 to establish – email sent to Jampes Clapp of Cormac for information <b>Action:</b> Keep Pending.</p> <p>Member of public left the meeting at 8.45pm.</p>	<b>Clerk</b>
<b>234/16</b>	<p><b>Renewal of Leases/Section 52/106 Agreements:-</b></p> <p><b>Renewal of Leases:-</b> Chairman suggested a meeting needs to be arranged with himself, Councillors J. Smith, B. Higman and D. Laishley-Hayward, possibly next Wednesday the 21<sup>st</sup> September 2016 at the Chairmans <b>Action:</b> Clerk to check with Councillor J. Smith to see if he could attend.</p> <p>Councillor B. Higman reported on lease from Roche Victory Hall and they have copied letters, etc., noting the land had been given to the Parish Council and it has now gone back through to Land Registry to make sure it is all up to date.</p> <p><b>Section 52/106 Agreements:-</b> No update.</p>	<b>Clerk</b>
<b>235/16</b>	<p><b>Feasibility of a Parish Office:-</b> Councillor Ms. A. Carne suggested the RS Developments Show home that could be used, there is electricity and wiring, etc., in place. Councillors reported this would be developed in the future for two houses. Councillor B. Higman would follow up with David Alcock for a cost to draw up some plans.</p>	
<b>236/16</b>	<p><b>Review of Weed Treatment in the Village:-</b> It was resolved to include on the next agenda.</p>	<b>Clerk</b>
<b>237/16</b>	<p><b>Cornwall Council – Consultation – Free Distribution of Printed Matter:-</b> It was resolved to leave in abeyance.</p>	
<b>238/16</b>	<p><b>Remembrance Day and Purchase of Wreath:-</b> It was resolved to purchase the normal wreath and Clerk would speak to Councillors to make prior arrangements for assistance on the day. Clerk reported all is in place and we have a choir this year to sing in the Church.</p>	<b>Clerk</b>
<b>239/16</b>	<p><b>Articles for Parish Council Website:-</b> Website is updated monthly and any items to be included to forward to the Parish Clerk. Advertisement for Grants and Donations to be included on the website.</p>	<b>Clerk</b>
<b>240/16</b>	<p><b>Correspondence – Clerk listed correspondence and actions required:</b></p> <ol style="list-style-type: none"> <li>1. Cornwall Council – Communities &amp; Devolution Newsletter (Localism Summit 2016; Cornwall Community Flood Forum; Stakeholder Survey 2016; Town &amp; Parish Councils Web Pages)</li> <li>2. Environment Agency – Planning for the St. Austell Bay Regeneration Project Draft for comment</li> <li>3. Wheal Martyn – Wheal Martyn Needs your Views</li> <li>4. Schoolsafe – Playground Inspections</li> <li>5. Bags of Help – Tesco Community Grant</li> <li>6. National Grid – Stakeholder Update</li> <li>7. Cornwall Council – Code of Conduct Training Session</li> <li>8. Came &amp; Company Insurance – Newsletter</li> <li>9. Victim Support – Financial Application (Clerk reported application forms had been forwarded)</li> </ol>	

	<p>10. Cornwall Air Ambulance – Financial Application (Clerk reported application forms had been forwarded)</p> <p>11. Jon Hyatt – Woodland Barton Wind – Annual Payment <b>Action:</b> It was resolved to invite Jon Hyatt along to our next Parish Council Meeting and inform the Press Photographer to receive payment.</p> <p>12. Cornwall Council – Roche Open Space Assessment <b>Action:</b> Clerk and Chairman to complete, with input from Councillors</p> <p>13. Cornwall Council – Section 38 Adoption Notification for the development at Farrow Fordh, Roche</p> <p>14. St. Stephen-In-Brannel Parish Council – Community Energy Plan</p> <p>15. Clerks &amp; Councils Direct Magazine (Councillor Mrs. S. Tippett)</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
<b>241/16</b>	<p><b>To arrange any Sub-Committee Meetings required:-</b> None.</p> <p>PCSO S. Tibbles left the meeting at 9.00pm.</p>	
<b>242/16</b>	<p><b>Any Other Urgent Business:-</b> None.</p>	
<b>243/16</b>	<p><b>Date of next Meeting:-</b> Wednesday the 12<sup>th</sup> October 2016 at 7.00pm in the Dennison Centre, Roche CP School. Apologies for the next meeting from Councillors J. Wood and B. Higman.</p> <p>Clerk reported she still had her holiday to arrange but with personal circumstances at the present time she is unsure of the date.</p> <p>There being no further business to discuss the meeting closed at 9.01pm</p>	

Signature: .....

Chairman

Date: 12<sup>th</sup> October 2016